

**Minutes of Special and Regular Meeting of April 24, 2018**  
**One Twin Pines Lane, Belmont, CA**

**SPECIAL MEETING**  
**ITEMS OF BUSINESS**

**CLOSED SESSION [Third Floor Conference Room 360, 6:00 P.M.]**

**Conference With Labor Negotiators (Govt Code Section 54957.6)**

Belmont Firefighters Association, International Association of Firefighters Local 2400, and Belmont Fire Management Unit. Agency designated representatives: Greg Scoles, District Manager

Attended by: Councilmembers Lieberman (arr. 6:05), Hurt, Mates, Stone. Mayor Kim was absent.

**STUDY SESSION [City Council Chambers, 6:20 P.M.]**

**School Safety**

Police Chief DeSmidt stated that safety of school students is very important. He described the City's partners in the existing school safety plan, and noted that Belmont is on the cutting edge of programming for safe schools.

**Nancy McGee**, Associate County School Superintendent, provided a history of the Coalition for Safe Schools Coalition's efforts to address school safety. She noted that the answer is not to turn schools into fortresses but to address mental health and threat assessments. She described how San Mateo County is building a technological structure to assist with information sharing. She also described the information sharing MOU (memorandum of understanding) signed by all partners, including agencies, judges, the County Board of Superintendents, and school superintendents. She described STAT (Student Threat Assessment Team) and the school-based Mental Health Collaboratives. She outlined immediate action responses for urgent situations.

Ms. McGee noted an upcoming school emergency preparedness information night.

School Resource Officer Brian Vogel described Belmont's SAFE Schools program, the Big 5 Training and implementation in the schools, and described Belmont Police training for these programs. He also described the efforts of SRO's (School Resource Officers).

Councilmembers offered words of gratitude and support for the various programs in place and the work of the SRO's on Belmont campuses.

Attended by: Councilmembers Lieberman, Hurt, Stone, Mates, Kim

**ADJOURNMENT 7:15 P.M.**

**Terri Cook**  
**City Clerk**

**REGULAR MEETING  
CALL TO ORDER 7:22 P.M.**

**ROLL CALL**

COUNCILMEMBERS PRESENT: Lieberman, Hurt, Stone, Mates, Kim  
COUNCILMEMBERS ABSENT: None

**PLEDGE OF ALLEGIANCE**

Led by San Mateo County Clerk/Recorder Mark Church

**REPORT FROM CLOSED SESSION**

City Attorney Rennie stated there were no reportable actions from the Closed Session held earlier.

**SPECIAL PRESENTATIONS**

**Poet Laureate Proclamation**

Mayor Kim noted that the City of Belmont is recruiting for a new poet laureate. He pointed out that the current laureate is completing her term, and he presented her with a proclamation.

Poet Laureate Tanu Wakefield stated that it has been an honor to serve as poet laureate. She acknowledged Belmont Library Branch Manager Kathleen Beasley and the Parks and Recreation Department.

**Presentation from Elections Office on Voting Options for the June and November Election**

San Mateo County Clerk/Recorder Mark Church described the provisions of Voters Choice Act (SB 450), changing from traditional polling places to all-mail, voting centers, and ballot drop off locations. He outlined the robust Education and Outreach plan. He described current voting security technology used in San Mateo County and pointed out that it is reaching the end of its useful life, and a new system will be implemented in 2019. He noted that the new provisions also provide for same day provisional registration and voting.

**PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

**Mary Morrissey Parden**, Belmont Chamber of Commerce, announced the upcoming Belmont Waterdog Run/Race.

**Elaine Sallinger**, San Mateo resident, described the different types of bike lanes. She requested dedicated bike lanes on major thoroughfares and suggested that developers be required to install Class 4 bike lanes from any new development to transit. She expressed the need for bike lanes in neighborhoods.

**Karen Shorenstein**, NDNU (Notre Dame de Namur University) provided updates on university activities and partnership opportunities with the City of Belmont and Chamber of Commerce. She noted the upcoming 150<sup>th</sup> anniversary celebration activities and exhibits.

**Sam Hosmer**, Belmont resident, spoke regarding the digitizing of historic documents in the history room. He explained that the website is now up and running, and documents are searchable.

### **COUNCILMEMBER ANNOUNCEMENTS**

Councilmember Hurt announced the upcoming Emergency Preparedness Fair, Bike to Work Day, Town Hall forums for Get Us Moving (GUM), and the upcoming Hungarian and Polish Festivals.

Councilmember Stone stated he attended the School Force Annual fundraiser, and the Carlmont Scots Shindig. He noted the recent Kick off meeting for Save the Music event.

Councilmember Mates commented regarding the recent Earth Day event, and she noted she also attended the Scots Shindig.

Mayor Kim announced Mosquito Awareness Week.

### **COMMENTS/QUESTIONS REGARDING CONSENT CALENDAR**

Mayor Kim expressed concern regarding the high bid for the Ralston Sewer Rehabilitation project. Public Works Director Oskoui noted that certain projects are in high demand and have higher costs, especially anything requiring undergrounding. He explained that staff would be adjusting estimates in the future.

In response to Councilmembers Hurt and Stone regarding the Road Maintenance and Rehabilitation Account (RMRA) project, Public Works Director Oskoui explained that approximately two miles of roadway would be reconstructed. He explained the milling, patching and paving process, as well as the funding structure.

In response to Councilmember Stone regarding the Ralston Avenue Retaining Wall project, Public Works Director Oskoui explained that the new wall would be similar to what is already in place.

### **ITEMS APPROVED ON CONSENT CALENDAR**

**Minutes** of Special and Regular Meeting of April 10, 2018

**Motion** to Receive Monthly Financial Reports

**Resolution 2018-030** authorizing a contract with GHD, Inc. for feasibility study and design services for the Ralston Avenue Circulation and Safety Project – Phase I, in the amount of \$129,958, approving a ten percent contingency of \$12,996, approving a supplemental appropriation, and authorizing an amendment to the FY 2018 Budget

**Resolution 2018-031** awarding a contract to Express Plumbing, Inc. for an amount not to exceed \$2,712,780, approving a ten percent construction contingency of \$271,278, authorizing the City Manager to execute a contract for the Ralston Sewer Rehabilitation Project Phase II, City Contract Number 2016-551, approving a supplemental appropriation and authorizing an amendment to the FY 2018 Budget

**Resolution 2018-032** approving the list of proposed projects to receive funding from the Road Maintenance and Rehabilitation Account (RMRA) in Fiscal Year 18/19

**Resolution 2018-033** approving (1) plans and specifications, authorizing advertisement for

sealed bids, authorizing the City Manager to execute a contract with the lowest responsible bidder for an amount not to exceed \$550,000, approving a ten percent construction contingency, (2) authorizing the City Manager to execute a Task Order for Construction Management Services with MNS Engineers, Inc., for an amount not to exceed \$67,400, approving a ten percent contingency, and (3) approving a supplemental appropriation by authorizing an amendment to the FY 2018 Budget for the Ralston Avenue Retaining Wall Replacement Project, City Contract Number 2018-557

**Resolution 2018-034** Approving the Shoreway Sewer Replacement Project, City Contract Number 2018-565 with the following actions: 1) Approving plans and specifications, authorizing advertisement for sealed bids, and authorizing the City Manager to execute a contract with the lowest responsible bidder for an amount not to exceed \$1,900,000 and a ten percent construction contingency and, 2) Approving a Task Order for Construction Management Services with MNS Engineers Inc. for an amount not to exceed \$158,278 and a ten percent contingency, approving a supplemental appropriation and authorizing an amendment to the FY 2018 Budget

**ACTION:** On a motion by Councilmember Stone, seconded by Councilmember Hurt, the Consent Agenda was unanimously approved.

## **PUBLIC HEARINGS**

### **Street Light Banner Regulation Amendments**

Community Development Director de Melo described process for introducing the ordinance, and noted that the City Council previously reviewed this matter. He explained that the Planning Commission did not recommend any changes to the proposed ordinance. He described the provisions of the ordinance.

**ACTION:** On a motion by Councilmember Stone, seconded by Councilmember Hurt, and unanimously approved to adopt Ordinance 2018-1130 amending Belmont Zoning Ordinance (ordinance 360) Section 23A regarding banners by expanding the locations where street banners are allowed, amending permitting procedures, and amending sponsor banner regulations

### **Amendments to Zoning Ordinance Planning Procedures**

Community Development Director de Melo noted that this ordinance was previously introduced. He stated that the Planning Commission did not recommend any changes to the proposed ordinance. He pointed out that the ordinance provides for robust changes to planning procedures.

**ACTION:** On a motion by Councilmember Stone, seconded by Councilmember Hurt, and unanimously approved to adopt Ordinance 2018-1131 amending Belmont Zoning Ordinance (ordinance 360) related to planning procedures

## **OTHER BUSINESS**

### **Approval of the Placemaking Committee's Recommendation for Staff to Conduct a Utility Box Art Program**

Interim Parks and Recreation Director Schwartz described the proposed utility box art program. He clarified that only City-owned boxes are eligible.

Councilmember Hurt suggested that consideration be given to provide a stipend for those unable to pay for materials out of pocket.

Councilmembers expressed support for a materials reimbursement program. Discussion ensued regarding the amount of reimbursement.

**ACTION:** On a motion by Councilmember Stone, seconded by Councilmember Hurt, Resolution 2018-035 authorizing staff to conduct a utility box art program was unanimously approved, to include reasonable costs supplies reimbursement up to \$250.

**RECESS: 8:55 P.M.**  
**RECONVENE: 9:00 P.M.**

### **Proposition 218 Sewer Rates**

Public Works Director Oskoui noted that the City has been rebuilding its infrastructure since 2014. He cited the need to set a future hearing date for sewer rates.

Sean Korn, Consultant, described the process for a two-year rate setting. He noted the need to meet obligations to Silicon Valley Clean Water (SVCW), to fund ongoing operations and maintenance, and to fund debt service. He pointed out that water use has increased but not during the winter, which are the months used to allocate individual costs. He described the provisions and requirements for a Proposition 218 hearing and summarized the five-year capital improvement plan. He clarified that funding is comprised of a combination of rates, reserves, and obligations to long-term debt. He noted that a nine percent increase is proposed for the next two years, and described the allocation across low- and high-strength customers. He explained that each customer receives a fixed cost and a volume charge. He explained the drought adjustment that will be carried forward.

In response to Councilmember Hurt, Mr. Korn noted that the City is always looking ahead several years, not just two years, and that rates do not typically decrease. He explained that capital needs are a major driver for rates. Public Works Director Oskoui added that the City has experienced several years of deferred maintenance, and that the large component of the rate is the obligation to SVCW.

**ACTION:** On a motion by Councilmember Stone, seconded by Councilmember Lieberman, Resolution 2018-036 setting the maximum sewer rates for Fiscal Years 2018/2019 and 2019/2020 with a drought regulation adjustment, and setting a Public Hearing for June 12, 2018 was unanimously approved.

## **COMMISSION, COMMITTEE, AND COUNCIL INTERGOVERNMENTAL ASSIGNMENT UPDATES, AND STAFF ITEMS**

**Appointment of Council Subcommittee for Barrett Community Center**

Mayor Kim noted that the City Council has expressed an interest in doing something with the Barrett Community Center. He recommended forming a subcommittee to address this situation.

All councilmembers expressed a desire to serve on the subcommittee.

Mayor Kim suggested Councilmembers Lieberman and Mates as most senior and most junior members of the Council to serve on the subcommittee. Council concurred.

**Verbal report from Councilmembers on Intergovernmental (IGR) and Subcommittee Assignments**

Councilmember Stone reported on a recent Sam Trans meeting.

Councilmember Hurt reported on recent Commute.org, Emergency Services Council, NDNU partnership, and C/CAG meetings.

Councilmember Lieberman reported on a recent Economic Development subcommittee meeting he attended with Mayor Kim. He also reported on a recent SVCW meeting.

Mayor Kim noted he also attended a Youth Advisory Committee.

**Verbal report from City Manager**

No report.

**MATTERS OF COUNCIL INTEREST/CLARIFICATION**

Mayor Kim noted that a public safety resolution would be brought forth at an upcoming meeting for Council consideration.

**ADJOURNMENT at this time, being 10:00 p.m., in memory of Patrick Joseph Callagy, long-time Belmont resident and father of Deputy County Manager Mike Callagy**

Terri Cook  
City Clerk

Meeting televised and videotaped.